



Okehampton Town Council

**Public Toilets at Fairplace, Okehampton  
Cleaning Contract Quotation Form  
1<sup>st</sup> April 2019 to 30<sup>th</sup> March 2020**  
*(Note - date of commencement is to be confirmed)*

I, (name of contractor) \_\_\_\_\_

of (address) \_\_\_\_\_

\_\_\_\_\_

Post code \_\_\_\_\_ Tel: \_\_\_\_\_

Email \_\_\_\_\_

Hereby undertake to carry out the works as specified on the attached documentation for the period of 1<sup>st</sup> April 2019 (to be confirmed) to 31<sup>st</sup> March 2020.

Total for period of 1<sup>st</sup> April 2019 to 31<sup>st</sup> March 2020 \*£ \_\_\_\_\_

*\*Should the contract for any reason commence at a date later than 1<sup>st</sup> April 2019, the contract will still continue to run until 31<sup>st</sup> March 2020. The amount payable to the contractor will 1/12<sup>th</sup> of the amount quoted above for each month of the contract.*

Payment will be made monthly on receipt of invoice which is to be 1/12<sup>th</sup> of the total contract value.

Signed: \_\_\_\_\_ Company: \_\_\_\_\_

Print: \_\_\_\_\_ Date: \_\_\_\_\_

**Please return the quotation form to  
Emma James, Town Clerk, Okehampton Town Council, Town Hall, Fore Street,  
Okehampton, EX20 1AA by no later than 12 noon on Friday 15<sup>th</sup> March 2019**

*Your quotation should be in an envelope marked clearly 'Fairplace' in the bottom right hand corner*